

Necedah National Wildlife Refuge



U.S. Fish & Wildlife Service



Environmental Education & Interpretation Internships

Work with the U.S. Fish and Wildlife Service at Necedah National Wildlife Refuge. The refuge is located 4 miles west of Necedah, WI. Interns will assist, lead and create various educational and interpretive programs and products. This opportunity will also allow you to experience the diverse landscape of Central Wisconsin and exposure to the multitude of career opportunities on a national wildlife refuge.

Job Description:

- ◆ Deliver hands-on, educational and interpretive programs each week including weekends.
- ◆ Help develop new activities, programs, and checkout materials.
- ◆ Support day camp activities and youth outdoor initiatives.
- ◆ Support visitor contact areas and social media updates.
- ◆ Assist staff and refuge support groups with planning, preparation, marketing, and delivery.
- ◆ Work with staff to design and complete a special project of interest that benefits the refuge.
- ◆ Learn about Necedah National Wildlife Refuge and the U.S. Fish and Wildlife Service through hands-on learning experiences with a variety of staff while helping them with field projects.

Preferred Skills:

The following are suggested areas of experience or knowledge:

- ◆ Knowledge relating to the design and implementation of environmental education and interpretive programs and products.
- ◆ Knowledge of plants, fish, wildlife, habitats and ecological principles.
- ◆ Adequate public speaking skills, presentation development, and communication skills.
- ◆ Ability to work outdoors in various weather conditions.
- ◆ Ability to work independently and with a variety of agency personnel in team situations.
- ◆ Ability to work with a diversity of age groups from toddlers to senior citizens - including mixed age groups.
- ◆ Needs organizational skills, the ability to pay attention to details, good time management skills and follow through.
- ◆ Must be able to clear a Federal background investigation.

Hours & Pay:

Up to 40 hours per week that includes weekends. This position can include accommodations in refuge quarters at no cost and includes a living allowance of up to \$600.00 per month. Interns are considered volunteers while on the refuge and will be provided with uniforms. The internship will run from April/May until August/September.

To Apply: Please submit a resume, copy of transcripts, and one letter of reference to: Necedah NWR, ATTN: Katie Goodwin, N11385 Headquarters Road, Necedah WI 54646 (by mail, e-mail or in person). Complete packages must be submitted by the close of business, 4:00pm, Friday, March 28th, 2014.

Please contact Katie Goodwin at (608) 565-4403 with any questions. E-mail katie_goodwin@fws.gov